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THE GAZETTE OF MEGHALAYA

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Separate paging is given on this part in order that it may be filed as a separate compilation.

PART - IX

Advertisements and Notices by Government Offices and Public Service

NOTICES

STANDARD FORM OF APPLICATION

Photo

Dated, _____

To

The _____

Sir,

I beg to apply for the post of _____ and furnish the facts/as below in case of any false statement I am liable to any action Government may deem fit and proper. A Treasury Challan of Rs. _____ vide T. V. No. _____ is attached herewith.

Signature of Applicant

1. Full name in capital letters with address; if any; Surname first
(Please do not use any initials)

Surname

2. Date of Birth :

Year

Month

Date

3. Place of Birth :

Village/Town

Police Station

District

State

4. Father's/Mother's and Husband's (in case of married female)
(Please do not use initials).

5. Personal description :

A. Height

_____ M _____ Cm.

B. Colour of Eyes

C. Colour of Hair :

D. Visible distinguishing marks (if any)

6. A. Permanent Address in full.

B. Present Address in full.

C. If you have not resided at the above address continuously for the last four years. Please give the other address where you have resided during the period.

From :

To :

Address :

7. References :—

Name and address of two responsible persons in your localities who would be prepared to vouch for you.

A.

B.

8. Are you citizen of India? If so, how? (Copy of Citizenship Certificates should be enclosed where necessary).

9. Educational and other qualifications (Please attach copies of Certificates, Mark Sheets etc.)

Sl. No.	Name of Institution and Address	Date of entering	Date of leaving	Examination passed	Division	Subject taken
1.	2	3	4	5	6	7

1.

2.

3.

4.

5.

6.

10. Community :

(a) State your religion :

(b) Are you a member of Scheduled Caste/Scheduled Tribe? Answer "Yes" or "No". If "Yes" give particulars supported by a Certificate (Copy to be enclosed).

11. Present occupation, if any :

12. Previous appointment held, if any :

13. Are you a temporary/retrenched personnel of temporary Department of the Government of Meghalaya, Answer "Yes" or "No" (If "yes" give particulars).

14. Are you trained in or a member of the National Cadet Corps or Territorial Army? If so, give particulars.

15. Are you married or unmarried?

Signature.

Note : Particulars are to be filled in below the column in the space provided.

Shillong, the 23rd August, 2013.

SHORT TENDER NOTICE

No.EE/PHE/INV/TB-16/2013-14/5510.—Sealed tenders affixing non-refundable Court Fees Stamp ₹ 200/- (Rupees two hundred) only, ₹ 100/- (Rupees one hundred) only and ₹ 50/- (Rupees fifty) only as applicable and eventually to be drawn in P.W.D. F-2 forms are hereby invited from registered Class-I Contractors of P.H.E. Department Class-II Contractors of Greater Shillong Circle, Shillong, Class-III Contractors of Investigation Unit Division, Shillong for the works mentioned below which will be received by the undersigned upto 9th September, 2013. The tenders received will be opened on the same day at 3:00 P.M. in the presence of the tenderer or their authorized agent who would like to be present.

Detailed tender papers and specification can be obtained from the office of the undersigned upto 6th September, 2013 during office hours on all working days on payment of ₹ 100/- (Rupees one hundred) only.

Sl. No.	Name of works	Estimated Amount	Time of Completion	C. F. S.
1.	Construction of Intake Chamber, Laying of Gravity main and Distribution System in groups under Umrynjah W.S.S.		45 days	As applicable

Executive Engineer (PHE)
Investigation Division,
Meghalaya, Shillong.

Shillong, the 27th August, 2013.

No.MD/SRCW/2013-14/1092-1111.—This is to inform that the Office of the Mission Director State Centre Resource for Women Meghalaya Shillong, has shifted from the present location “Nongkhynraw”, Upland Road, Laitumkhrah to Upper Lachumiere, Shillong-793001 from September, 2013. All correspondences relating to State Resource Centre for Women may kindly be addressed to the following :-

**Mission Director,
State Resource Centre for Women,
C/o. J. Shabong,
Upper Lachumiere,
Shillong-793001.
E-mail id :- md_srcw2012@rediffmail.com**

L. N. JYRWA,
Mission Director,
State Resource Centre for Women
Meghalaya, Shillong.

Shillong, the 27th August, 2013.

SHORT TENDER NOTICE

No.CDME.114/2007/8.

Sealed Tender in F-2 Form, duly affixed with the non-refundable Court Fee stamp as shown below are invited from the Licensed Electrical Contractors of Meghalaya for the under mentioned Electrical Work and will be received in the office of the undersigned on or before 16th September, 2013 at 3:00 P.M.

The Tender will be opened on the same date and time. The Electrical Contractors or their authorized persons may remain present at the time of opening of the Tenders if they so desire.

Sl. No.	Name of Works	Estimated Value	Time of Completion	Court Fee Stamp	Cost of tender paper
1.	2.	3.	4.	5.	6.
1.	Internal Electrification of B.D.O. office CUB & Staff Qtrs. at Gambegre, Community & Rural Development Block, West Garo Hills.	₹. 13,62,079/-	3 months	₹. 300	₹. 500

TERMS AND CONDITIONS

1. Date of selling of tender papers will be from 12th September, 2013 to 13th September, 2013 during office hours.
2. Date and time of opening the Tenders on 16th September, 2013 at 3:00 P.M. However if such date is declared as a holiday then the next working day will be the schedule date for receiving and opening of the tenders. Intending tenderers may obtained detailed Notice Inviting Tender from the Cashier in Room No. 16, Directorate of Community & Rural Development, Additional Secretariat on payment of amount as shown above in cash without which no tender will be considered by the undersigned.
3. Interested Contractors are to submit a copy of their valid Electrical Contractor's License alongwith the address and phone No. if any while submitting the tenders.
4. Contractors are to submit two copies of their recent passport size photograph duly attested while submitting the tenders.
5. Non-Tribal contractors should produce the Trading License before purchasing the Tender papers.
6. Non-Tribal contractors are to deposit 2% (two percent) Earnest Money and Tribal contractors must deposit 1% (one percent) Earnest Money during the time of submission of tenders.
7. Intending tenderers are requested to quote their rates in both figures and in words.
8. Tenderers are advised to inspect the site of works at their own cost before submitting the tenders.
9. Further particulars may be seen in the office of the undersigned on all working days during office hours.
10. Payment :- Subject to availability of fund.

Director,
Community & Rural Development,
Meghalaya, Shillong.

OFFICE OF THE ADDITIONAL DIRECTOR GENERAL OF POLICE
SPECIAL BRANCH, MEGHALAYA, SHILLONG

Shillong, the 30th August, 2013.

No.MSB/VI/Tech/Tender/12-13/81. - Sealed tender affixing non-refundable Court Fee Stamp as under:

Where the tender value:

- (a) Not exceeding Rs. 5,000/- = Rs. 25/- only
- (b) Exceeding Rs. 5,000/- but not exceeding Rs. 50,000/- only. = Rs.50/-only
- (c) Exceeding Rs. 50,000/- but not exceeding Rs. 1, 00,000/- only = Rs.100/- only.
- (d) Exceeding Rs. 1,00,000/- but not exceeding Rs. 5,00,000/- only= Rs.200/- only.
- (e) Exceeding Rs. 5,00,000/- but not exceeding Rs. 15,00,000/- only= Rs.300/- only.
- (f) Exceeding Rs. 15,00,000/-but not exceeding Rs.25,00,000/- only= Rs.400/- only.
- (g) Exceeding Rs.25,00,000/-but not exceeding Rs.1,00,00,000/-only= Rs.1000/- only
- (h) Exceeding Rs.1,00,00,000/- -----only =Rs.2000/ only

are invited from bonafide, established, reputed manufacturers and registered reputed intending firms and supplier(s) for entering into rate contract for supply of Security/BDD equipments under Modernization Scheme, 2012-2013 as per list at Annexure " A ", and terms and conditions laid down in the Tender Notice. Tender should be in 2 (two) Bids system i.e.

- i) **Technical Bid.**
- ii) **Price Bid**

1. Terms and Conditions:

Items offered must be of reputed companies/manufacturers and should meet with all the Technical Specifications as given in Annexure" B". Tender should be accompanied with catalogues/Brochures/ warranty/guarantee and will be received up to 1200 hrs on the **September, 30th 2013 (Monday)** by hand or by post. These will be opened on the same day at **1500 hrs.** Tenderers or their authorized representatives are invited at the time of opening of the tender.

2. (i) Tender must be accompanied by the following documents in Technical Bid

- a) Affixed non-refundable court fee stamp as required above.
- b) Authenticated copy of rate contract with DGS & D if tenders have any existing and valid rate contract with DGS & D.
- c) Attested Passport Size photograph of the bidder.
- d) Authenticated copy of authorised Dealership Certificate from the Manufacturers or Principals who has authorised dealers specifically certifying that the tenderer is

authorized to deal with the equipments quoted in the tender notice. Separate Dealership Certificate will be required to be furnished by the tenderer if asked for in the list of items.

- e) Attested copy of SC/ST Certificate issued by the concerned competent authority (For Tribal tenderer).
- f) **NO TRADING LICENCE WILL BE REQUIRED AS SUPPLIES ARE WITHIN EUROPEAN WARD, VIDE GOVT. LETTER NO. HPL.40/2010/Pt/36 DT. 08/04/2011.**
- g) Earnest money at the rate of 5% (Five percent) in case of non-tribal and at the rate of 2 % (one percent) in case of tribal from the total value of the items tendered, in any one of the following forms only:
 - (i) Crossed bank draft; or,
 - (ii) Deposit at Call.
 - (iii) NSC.

Payable to 'Additional Director General of Police, Special Branch, Meghalaya, Shillong, at any Nationalised Bank at Shillong.

- h) Attested copy of valid VAT Clearance Certificate and VAT Registration.TIN of the tenderer should be enclosed.
- i) Financial stability Certificate from any Nationalized Bank or Deputy Commissioner concerned.
- j) Catalogues/Brochures with detailed Technical Specifications from the manufacturers for each item quoted.
- k) Attested copy of valid Professional Tax Clearance Certificate.
- l) All documents from SI No. b to e and h, i, j and k should be duly attested by a Gazetted Officer.

Note: - Failure to enclose any one of those above documents or any invalid documents may result in rejection of the quotation.

2. (ii) Tender must be accompanied by the following document/detail in Price Bid :

- a) ***Rate of each item quoted should be placed in separate sealed envelopes.**

3. The following information must be mentioned on the body of the envelope containing the quotations, failing which the sealed envelope of the quoting firm will not be opened:

- (a) Sales Tax/VAT certificate whatsoever is applicable, _____ is enclosed.
- (b) Earnest Money _____ is enclosed.
- (c) Court Fees Stamps _____ is enclosed.
- (d) Dealership Certificate from the Principal manufacturers. --- is enclosed
- (e) SC/ST Certificate (for Tribal). --- is enclosed
- (f) Passport size photograph of the bidder -is enclosed

- (g) "Technical Bid "on the body of the of the sealed envelope of Technical Bid and "Price Bid for..... (name of the item)" on each sealed envelope of item quoted.

4. **Rates quoted:**

- (a) Should be inclusive of all taxes, levies, charges, packing, insurance, taxes and other installation/incidental charges up to the Office of the Addl. Director General of Police, Special Branch, Meghalaya, Shillong. Only local taxes should be shown separately, if applicable.
- (b) **Should be inclusive of the cost of all the accessories for each item up to March, 2015.**
- (c) Should be valid for 1 (one) calendar year from the date of acceptance of tender.
- (d) Should be quoted separately for each item and in words and rates should be for 1 (One) item 1 (One) rate basis. **Same items with optional rates and optional quality will not be entertained and out rightly rejected.**
- (e) Should be quoted F.O.R. destination the Addl. Director General of Police, Special Branch, Meghalaya, Shillong.
- (f) Should be written clearly in figures and in words and all values should be in Indian Currency. Any alterations or over writing must be fully signed by the tenderer along with the date.
- (g) Once the rates offered in the quotation are accepted, no enhancement will be entertained at any circumstances and tenderers will be liable to supply the items at the rate accepted by the Addl. Director General of Police (SB) Meghalaya, Shillong. Failure to supply the items at the accepted rates will entail the offer being cancelled and the Security Money will be forfeited to the Govt. of Meghalaya.
- (h) For import items rate should indicate separately i.e rates with **Custom duty and rates without Custom Duty.**

5. Tenderer must sign all pages of the Bid (Both Technical and Price Bid) and also submit the signed Undertaking Certificate at Annexure – 'C', as a proof of the tenderer having fully understood the terms and conditions mentioned in the NIT.
6. Tender/quotation should be addressed to the undersigned by designation and not by name. Sealed envelopes containing the quotation must be super-scribed as, 'Tender for Supply of Equipments under Modernisation Scheme, 2012-2013 and sent by registered post or hand delivery. The tenderer should affix his full address on the left bottom of the envelope containing the tender documents.

7. In no case tenders received after due date and time shall be accepted and the Addl. Director General of Police, Special Branch, Meghalaya, Shillong shall not be responsible for any delay in submission of tender. All Tenders received after the due date and time shall be returned to the respective tenderer without opening the same.
8. Due to any unavoidable reason(s) if the office of the Addl. Director General of Police (SB) remains closed on the date prescribed for submission/opening of the tenders, the tenders will be received during the next working day at the same venue and the same timing.
9. The successful tenderer will be:
 - a) Intimated by letter of acceptance of Addl. Director General of Police, SB, Meghalaya, Shillong. Till then, no bidder has any right to assume that his/her quotation has been accepted. There shall be no claim for compensation for any expenditure incurred by any tenderer, in anticipation of acceptance letter.
 - b) Required to furnish a Security Deposit as per rates mentioned below and execute the Contract Agreement to fulfillment of the terms and conditions of the contract, which successful tender(s) will have to enter into. Such Security Deposit will be subjected to forfeiture in case of non-fulfillment of terms and conditions of the tender notice on the Contract Agreement. The Earnest money of the successful tenderer will not be released till the Security Deposit is furnished. Earnest Money of the successful tenderer(s) will be forfeited to the Govt. of Meghalaya in case of failure to furnish security money.
10. **Rates of Security Deposit in the form of (i) Deposit at call (ii) NSC/KVP (III)**
Fixed Deposit:-
 - a) For contract up to Rs. 20,000/- 2% from local and 3% from non-local.
 - b) For contract up to Rs. 50,000/- 3 % from local and 4 % from non-local.
 - c) For contract up to Rs.1,00,000/-..... 4 % from local and 5% from non-local.
 - d) For contract over to Rs.1,00,000/- 10% for all categories.(As per decision of DPB held on 4th April, 2009)
11. The Addl. Director General of Police, Special Branch, Meghalaya, may rescind forthwith the contract in writing if:
 - (a) A contractor assigns or sub-lets any contract in respect of any other entered into with the Government.
 - (b) Tenderer or his agent or servants are found guilty of fraud of this contract or any other contract.
 - (c) Declines, neglect or delays to comply with demand/requisition or in any other way fails to perform or observe any condition of or all conditions of the Contract Agreement.
12. In case of such rescission, the Security Deposit, in full, shall stand forfeited and

- absolutely be at the disposal of Government without prejudice to any other remedy or action that the Government shall be entitled to recover from the successful Tenderer any extra expenses Government may deem necessary in obtaining the supplies.
- i) In the event of the successful Tenderer failing to perform his/her part of any or all the contract agreement to the satisfaction of the Department of disregarding terms and conditions of the Tender Notice and or the contract agreement the successful Tenderer shall be liable to any of or all of the following action at the discretion of the Addl. Director General of Police (SB) Meghalaya, Shillong on behalf of the Government of Meghalaya.
 - ii) Forfeiture of security deposit in whole or part.
 - iii) Making good the loss caused to the Government through the liability, neglect.
 - iv) Delay in complying with the demand.
 - v) Cancellation of the contract without any prior notice to the contractor.
13. If the successful Tenderers willfully neglects, fails to perform or observe any or all conditions of the contract agreement or attempts to cheat or indulge in foul practices, the Addl. Director General of Police (SB) Meghalaya, Shillong may impose a ban upon such Tender(s) for future business within the Department.
14. Quantities mentioned in the list are only illustrative and may be increased/ reduced on finalizations of order depending on the availability of fund and actual requirements.
15. Once the Model is approved, no change of brand name, shape, pattern, quality or specification will be entertained even on the plea on non-availability offer of the same quality or alternative offer of the same quality.
16. The store supplied must be of the same models/specifications as approved by the Departmental Purchase Board as well as in the Supply order. The Addl. Director General of Police (SB) Meghalaya, Shillong reserves the right of non-acceptance of items which are not found as per the prescribed specification.
17. Delivery & Installation must be completed within 60(Sixty) Days from the date of receipt of firm orders, risk of transportation will be borne by the successful tenders themselves. No extension of delivery period will be entertained.
18. Payment will be made to the suppliers directly, only on completion of supplies, installation and on correct receipt of goods by the respective consignee in good condition. Documents/vouchers/P.R Bills etc. routed through Banks will not be accepted. Consignment will dispatch by the firm after payment of all freight charges at the sources. Freight to pay P.R Bill will not be accepted.
19. Risk of transportation will be borne by the Tenderer themselves.
20. Comprehensive onsite warranty should be indicated along with after sale services facilities.

21. One set of manual of (Instruction and Maintenance) should be supplied free of cost for each item wherever applicable.
22. The purchase Board reserves the right to reject the lowest rate or any of the tender without assigning any reason.
23. Any dispute arising out of or in respect of these terms and conditions of the Contract Agreement shall be in the jurisdiction of the Courts in Meghalaya.
24. The items for which the tenderers would be quoting must fulfill the given technical specifications the samples of which have to be produced at their own cost and free from all liabilities by the tenderers before the Technical Committee for technical evaluation/ vetting at the specified place and time which will be intimated to the tenderers. Items which do not fulfill the required specification and not produced before the technical committee will not be accepted. The Technical Committee at its discretion can also ask for Power Point Presentation in case for certain items.
25. If the trade enquiry reveals that the item being offered is being manufactured by a Public Sector Undertaking (PSU), the Purchase Board reserves the right to reject the tenders and purchase the item directly from the Public Sector Undertaking (PSU).
26. **The Tender should be in 2(two) Bids i.e. (1) Technical Bid and (2) Price Bid.** Tenderer should submit separate sealed cover for Technical Bid and separate for Price Bid. Price Bid should be submitted in a separate sealed cover for each item quoted. Tender Opening Committee of the Office of the Addl. Director General of Police, Special Branch, Meghalaya, Shillong will open the Technical bid in the presence of the representatives of the tenderers if any. The Technical Bids will be properly evaluated by the Committee and only that quotations/Bids which fully complies with the terms and conditions prescribed in NIT and also the prescribed Technical Specifications enclosed with the NIT of this office will be accepted. Price Bids of only those Technical Bids which fully conforms to our required Technical specifications will be opened.
27. The tenderer should quote only 1(one) Offer per item, tenderers quoting different options of the same item will be summarily be rejected.

N.B: Details can be obtained from the office of the undersigned on any of the working days between 10:00 AM to 4:30 PM.

Addl. Director General of Police (SB),
Meghalaya, Shillong.

TENDER NOTICE

Sealed tenders along with Brouchers /Catalogues for supply of Security items to the O/o the **Addl. Director General of Police (SB), Meghalaya, Shillong** under **Modernisation Scheme 2012-2013**, will be received by the undersigned up to **1200 hrs on the 30th September, 2013**, and will be opened on the **same day at 1500 hrs** by the undersigned. Details may be collected from the office of the undersigned on any working days between 10Am to 4.30 Pm.

Special Superintendent of Police, (SB-I),
Meghalaya, Shillong

Annexure – “C”

CERTIFICATE OF ACCEPTANCE OF TERMS AND CONDITIONS
(To be furnished along with the tender documents)

I/We have read and fully understood the terms and conditions as laid down in the NIT. Vide No. MSB/VI/Tech/Tender/2012-2013/81 dt. 30/08/ 2013 in respect of supply of Security equipments to the Office of the Addl. Director General of Police, Special Branch, Meghalaya, Shillong due to be opened on 30th September, 2013.

I/We agree to abide by the same.

I/ We have signed all the pages of the tender documents as laid down.

Signature and seal of the Tenderer or
his/her Authorized signatory.

Dated.....

Name

Address

.....

Phone No.....

Annexure- ‘A’.

LIST OF EQUIPMENTS PROPOSED TO BE PURCHASED.

A. Under MPF 2012-2013

Sl. No.	Item.
1.	Explosive Detector

BPR & D

QRs/specifications of Explosive Detector

1	Sensitivity: The detector should be able to detect all types of explosives in vapour mode at room temperature.
2	Selectivity: System should not respond to odour of non explosive substances.
3	Specificity: False alarm rate should be less than 1%.
4	Detector Capability: Should be able to detect all types of explosives including explosives with low vapour pressure explosive in mixture form
5	Carrier Gas: Detector system should not require the use of carrier gas.
6	Auto Calibration: Adjustment/Resetting for further operation should be automatic.
7	Warm Up Time: Should be less than 10 minutes.
8	Analysis Time: Less than 6 seconds.
9	EMI: Operation should not be affected by electro magnetic interference of other electronic/electrical devices.
10	Versatility: Equipment should allow search of all places example Field Area automobiles, aircraft etc.
11	Ease of Operation: Controls should be simple and easy to operate by bomb technician. Should not involve technician making or interpretation at the operator level, Grand Learn Capability.
12	Operating Temperature. (a) Minimum - (-) 10° C (b) Maximum - (+) 55° C
13	Endurance: On 230V AC supply equipment should work continuously on battery, continuous operation should give more than 3 hours of operation
14	It should be one man portable and complete equipment should fit into one hand carrying case. Maximum operating weight should not exceed 4 Kgs.
15	Indication: Both visual and audio alarm signal
16	Power Supply: Should operate both on battery as well as external power source.
17	Safety: The equipment should be safe to handle and be free from radiation hazards to the operator.
18	Should be able to function both on vapour and particle mode
19	Spares and Service.: User hand book, tech service manual, spares kit comprising of battery charger, test samples and spare battery should be provided with the equipment

5/9/13
(R.S.SHARMA)
Director(Prov)